

WILDLIFE CORRIDOR CONSERVATION AUTHORITY

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MEMORANDUM

Date: September 6, 2007

To: The Governing Board Members

From:  Joseph T. Edmiston, FAICP, ASLA (Hon), Executive Officer

Subject: **Agenda Item XIII: Discussion and possible action regarding increasing membership fees for Wildlife Corridor Conservation Authority members.**

Background: Section 17.0 of the Wildlife Corridor Conservation Authority (WCCA) Joint Exercise of Powers Agreement (JPA) states in part: "Each party to this agreement shall contribute \$500 per annum." The annual budget of WCCA is \$3,000. Mountains Recreation and Authority (MRCA) provides staff time and uses its materials and bills the City of Whittier \$3,000 annually. For example, for Fiscal Year 2006-2007, the budget covered such items as: postage/mailing, mileage, operating expenses (copying, advertisements, insurance, etc.), and staff time (with cost allocation). MRCA staff prepares annual documentation of the costs to operate WCCA as part of the billing submitted to the City of Whittier, which shows that MRCA consistently spends in excess of \$3,000 per year on WCCA-related activities. For example, for the Fiscal Year 2006-2007 billing, MRCA staff showed \$10,613 in expenses, and this only includes a subset of the time that staff actually spent on WCCA activities.

The posting of meeting materials on the web has not been billed to WCCA in the past, but should be billed in the future to accurately reflect the real costs. Also, operating costs have been increasing with inflation. WCCA staff is in the process of cancelling the WCCA mailbox in Brea, which is expected to save approximately \$400 per year.

Recommendation: WCCA staff is requesting that Board members discuss the possibility of increasing the membership dues. Member entities may wish to increase dues on the order of \$1,500 for each member entity, for a total of \$2,000 per member entity. This would yield \$12,000 per year for operating expenses, which would be an improvement to current conditions in covering the actual costs incurred by MRCA. If member entities wish to pursue this further, this may require approval of the City Council or relevant Board or decision-maker of each member. At the direction of the Board, staff could agendize at a future WCCA meeting the consideration of a resolution to amend the JPA to reflect the new member fees.